

Board of Supervisors
Thursday, April 9th, 2015 @ 6:30 PM
Lynn Twp.-7911 Kings Hgwy., New Tripoli

Call to Order: The regular scheduled meeting of the Lynn Township Board of Supervisors was called to order by Chairman Justin N. Smith at 6:30 pm in the Municipal Building. Present were Chairman Justin N. Smith, Vice Chairman Steve I. Feinour, Member Brian C. Dietrich, Solicitor Marc Fisher, Engineer/Zoning Officer Chris Noll, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, and approximately 16 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: NWP Kenny Blieler.

Executive Session: An executive session was held prior to the start of the meeting to discuss potential legal matters and personnel issues. Those in the executive session were Justin N. Smith, Steve I. Feinour, Brian C. Dietrich and Solicitor, Marc Fisher.

Public Comment: (1) Resident, Sherry and Matthew Leinberger of 7936 Saw Mill Rd. addressed the BOS with her concerns regarding the ZHB decision, granting a special exception for 7939 Springhouse Rd. She would like the BOS to review the decision and would be in favor of the BOS appeal the decision. Matthew Leinberger also addressed his concerns regarding a traffic study to be done because of the increase in traffic. The BOS stated that when they received the decision they will review it. Resident Ann Schnur also stated that previously the Winery (Greff's) applied for a variance but were denied. The BOS stated that each appeal is separate and is based on its own merit.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to accept the minutes from 03/12/15 with the amendment to additionally include under the Park (1st phase) all playground and Frisbee golf; and to direct the treasurer to pay the bills. Motion carried unanimously.

Fire Companies: Fire Chief, Peter Christ from NTFC presented the BOS with their monthly report. NTFC will have a food stand on April 25th at the Farm Fest in Ontelaunee Park and a flea market in the fire station rear parking lot on May 8th and their annual Father's Day chicken BBQ on June 21st. A motion was also made by Brian C. Dietrich and seconded by Steve I. Feinour for the NTFC fire police to assist with Farm Fest on Saturday, April 25th in Ontelaunee Park. Motion carried unanimously. Fire Chief, Clark Mantz from LPFC presented the BOS with their monthly report. LPFC activities include a 2nd annual spaghetti dinner benefit for David Falk Sr. on April 18th; a final hoagie sale till fall with orders due by April 22 and pick up on May 6th; Yard Sale 8am-2pm on May 16th; 20th annual 4th of July Jamboree on June 27th.

Road Report: Bruce Raber, Road master, reported for the month of March: (1) Started filling pot holes on blacktop roads. (2) Completed sign survey of all road signs. (3) Spot tree trimming. (4) Replaced & repaired stop signs & street name signs. (5) Plowed & treated roads. (6) Started sweeping roads (winter anti-skid). (7) Installed new broom bristles on street sweeper for 554J loader. (8) Boom mowing. (9) Took aluminum cans to scrap yard = \$200.00. (10) Started cutting shoulders and filling in and building up dirt roads where needed. Anticipated work for April: (1) Finish up street sweeping. (2) Continue working on dirt roads. (3) Pot hole and edge repairs to black top roads. (4) Cut shoulders on black top & dirt roads. Frey Road: Jason Moyer would like Frey Rd. vacated by the Township. Frey road is a 1 mile long dirt road off of 863. Solicitor, Marc Fisher stated that first the neighbors would also have to be in agreement of the vacating of the road, then an ordinance would need to be enacted. In addition a cul-de-sac would need to be put in on the north side and farm land preservation would need to be contacted as well. The south side would remain open. Engineer, Chris Noll will draft a proposal letter to the residents and forward to the township staff to mail out. REC fields: Bruce Raber and Kevin Huber will check out the tar issue at the entrance to the REC fields.

PennDot Agreement: 863/Behler: A letter was sent to Penn Dot on March 10th and the BOS is waiting for a reply back from them. The BOS received an email from Jack Hubbard at Penn Dot on March 30, 2015 with his comments. The comments do not agree with what the BOS had originally stated they would do which was to give the pipe and that Penn Dot stock pile could be kept at the township. Engineer, Chris Noll will contact Mr. Hubbard regarding the matter.

Ag Security: Prange; Resolution 2015-16. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour adopting RESOLUTION 2015-16; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA. ADDING LAND WITHIN THE AGRICULTURAL SECURITY AREA OWNED BY STEPHEN E. PRNAGE AND MEREDITH L. PRANGE CONSISTING OF ONE TRACT OF LAND TOTALING 17.4 ACRES MORE OR LESS KNOW AS 7897 SPRINGHOUSE ROAD, NEW TRIPOLI, PA 18066; PIN NO. 5409478868061. Motion carried unanimously.

Stone & Bituminous Material Bids: See 2015 bid results below.

		250 Ton #67	300 Ton #57	400 Ton	2500 Ton #8	500 Ton	400 Ton	2500 Ton
<u>COMPANY</u>		Stone 1.0%	Stone 2%	#2A Stone	Stone 1.0%	#1 Stone	#10 Stone	2 RC
		LBW	LBW		LBW			
Lehigh Asphalt	FOB	\$10.50	\$10.00	\$9.25	\$12.50	\$10.00	-	-
	Total	\$2,625.00	\$3,000.00	\$3,700.00	\$31,250.00	\$5,000.00	-	-
	Delivered	\$15.35	\$14.85	\$14.10	\$17.35	\$14.85	-	-

	Total	\$3,837.50	\$4,455.00	\$5,640.00	\$43,375.00	\$7,425.00	-	-
Eastern Industries	FOB	\$10.95	\$10.20	\$8.05	\$11.40	\$9.70	\$12.40	\$5.80
	Total	\$2,737.50	\$3,060.00	\$3,220.00	\$28,500.00	\$4,850.00	\$4,960.00	\$14,500.00
	Delivered	\$16.25	\$15.50	\$13.35	\$16.70	\$15.00	\$17.70	\$11.10
	Total	\$4,062.50	\$4,650.00	\$5,340.00	\$41,750.00	\$7,500.00	\$7,080.00	\$27,750.00
SlatedaleAggregate	FOB	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-
	Delivered	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-
		500 Ton	1000 Ton	500 Ton	200 Ton	300 Ton	200 Ton	250 Ton
COMPANY		Type 2	9.5 mm	19.0 mm	25.0 mm	9.5 mm	UPM	B-I
		Anti-Skid	Superpave	Superpave	Superpave	Superpave	Coldpatch	Sand
Lehigh Asphalt	FOB	\$10.00	\$58.50	\$53.00	\$48.50	\$56.50	-	\$15.00
	Total	\$5,000.00	\$58,500.00	\$26,500.00	\$9,700.00	\$16,950.00	-	\$3,750.00
	Delivered	\$14.85	-	-	-	-	-	-
	Total	\$7,425.00	-	-	-	-	-	-
Eastern Industries	FOB	\$10.00	\$61.00	\$55.00	\$51.00	\$59.00	\$116.00	-
	Total	\$5,000.00	\$61,000.00	\$27,500.00	\$10,200.00	\$17,700.00	\$23,200.00	-
	Delivered	\$15.30	-	-	-	-	-	-
	Total	\$7,650.00	-	-	-	-	-	-
EJB Paving & Materials Co.	FOB	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-
	Delivered	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-
		14,000 Gals	140,000 LF					
COMPANY		Diesel	Yellow					
ISO Bunkers DBA		Fuel	Traffic Lines					
Maximum mark up over bidders cost at time of deliver								
A-1 Traffic Cntrl	LF		\$.09					
	Total		\$12,600.00					
Midlantic Marking	LF		.149					
	Total		\$20,860.00					

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept all bids. Motion carried unanimously. A second motion made by Brian C. Dietrich to accept the lowest highlighted bids on the chart below, this was seconded by Steve I. Feinour. Motion carried unanimously.

Park: Engineer, Chris Noll stated that the HOP plans are in the works and he should have the site & erosion plans by the next BOS meeting. Frisbee Golf Course: Kathy A. Hermany met with Chris Brown and Dennis Barr from North Whitehall Township to walk off the layout of the course. Justin N. Smith presented a mockup of funds for a Dog Park – Frisbee Golf – Playground and an E&S Plan. Justin N. Smith along with the board thanked Nestle, New Tripoli Bank, The Rotary club and all those who have helped contribute thus far to Ontelaunee Park. Justin N. Smith stated that he would be in contact with Sylvia Gardner and ask her to get quotes for the fencing for around the dog park. The BOS were in agreement. Justin N. Smith will also get additional playground information by the next board meeting. April 26th Faith Church will have 25 to 30 volunteers to clean the walking trails in Ontelaunee Park.

Resolution 2015-17: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich approving Resolution 2015-17; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA. AUTHORIZING THE APPROPRIATION BY EMINENT DOMAIN OF CERTAIN LAND OWNED BY JOHN M. PERGOSKY AND MILDRED M. PERGOSKY CONSISTING OF .7933 ACRES (34,554 SQUARE FEET) MORE OR LESS KNOWN AS FALCON STREET FOR ROADWAY PURPOSES. Motion carried unanimously.

Delinquent Real Estate Tax Resolution 2015-18: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2015-18; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA. APPROVING PENALTY, INTEREST AND FEE SCHEDULE FOR COLLECTION OF DELINQUENT REAL ESTATE TAXES. Motion carried unanimously.

Miscellaneous: (1) Codification: Kathy A. Hermany stated that this should be complete by the end of May 2015 when the gentleman comes back from medical leave. (2) Falcon Street: The Township as of tonight's meeting takes over Falcon St. Tammy M. White will contact Penn Dot to have the road added to liquid fuels. Tammy M. White will send letters to all the residents on Falcon St. informing them of this change. (3) Community Service: The BOS were in agreement for Robert Acker to take charge of a community service request and to utilize the hours at the Transfer Station for cleanup. (4) Berger Sanitation contract: A motion was made by Justin N. Smith and seconded by Steve I. Feinour authorizing Tammy M. White to sign the contract with Berger Sanitation with the costs remaining the same for 2015. (5) MOU: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the adoption of the MOU that has been adopted by Lehigh County Conservation District Board on January 8, 2015. Motion carried unanimously. This MOU provides the municipality an avenue to comply with the minimum control measures in the municipal national pollutant discharge elimination system (NPDES) permit regarding construction site storm water runoff control and post-construction storm water management in new development and redevelopment. (6) PT Park: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to hire Scott Smith at the rate of \$9.00 per hour to work in the Park & Transfer Station part time. Motion carried unanimously. (7) RFP Fire Study: The BOS directed that the draft RFP for the Fire Study be sent to both NTFC and LPFC for their review and comments. (8) NW REC Commission By-laws: Justin N. Smith informed the board that the by-laws for the REC Commission are being revisited and will be brought before the township board before approval is made. (9) Rain Gutter: Received 1 quote on the rain gutters. Other quotes will be received. (10) Ambulance location: The BOS held discussion on the options for a permanent location for the Cetronia Ambulance service in Lynn Township. Brian C. Dietrich stated that he spoke with the NTFC and the Lynnville station is off the table. Justin N. Smith spoke with George Jones, who has purchased the NW ambulance station and is will to section off a bay for the ambulance and resting quarters. No dollar amounts for this have been discussed. Steve I. Feinour spoke with Kistler pole buildings regarding the cost of a new building which would range 300K+ and the land would also be an additional 80K. The BOS also discussed the possibility of keeping the location at the township building, but would need upgrades done. The BOS agreed that this would probably be the least expensive and would be in favor of a onetime fee. Steve I. Feinour also added that Albany Township may revisit their option to join Cetronia. Bruce Raber also added that the lot @ Lynnville is used for stockpile.

Public Comment: (1) Justin N. Smith thanked the road crew and office staff for the great job they do. (2) Fire Chief LPFC, Clark Mantz received a letter from Cetronia ambulance thanking them for their assistance on an ATV accident in Slateville. (3) The BOS acknowledge the Heidelberg Union Church Youth Group for the trail signs they made for Ontelaunee Park and for the 70 bird houses they made for Leaser Lake.

Announcements:

- (1) "Clean sweep 2015" Sat. April 11, 2015, 8am-12 noon @ the Lowhill Twp Building, Rte 100
- (2) Sunday, May 3, 2015 Music in the Park. The Cramer Brothers Band 2-5pm; contemporary and classic country plus bluegrass music.
- (3) NWL SADD-Free Electronics Recycling Day @ High School Thursday, May 21, 2015 3:30pm to 6:30 pm.
- (4) 7th annual Pow-wow May 16th, 17th, 18th, 2015 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free
- (5) NW Lehigh Education Foundation will be holding its 2nd annual 5k in Ontelaunee Park on Saturday May 23, 2015
- (6) Sunday, June 14, 2015 Music in the Park. The Allentown Band 2:30 -4pm; Classic concert band music.
- (7) 6th Annual Car & Motorcycle Show; Sunday, July 12, 2015; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. The 45RPM's band will be performing.

Adjournment: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:58 pm.

As of April 30, 2015

Account	Balance
General Fund	722,577.13
Capital Reserve	5,345.74
CD's	475,064.25
Zoning/Subdivision	11,182.27
HLLW COG	37,551.50
State Road	245,237.77
Street Light	1,051.18
Park	53,959.77
Recreation	32,441.38

Total 1,584,410.99

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	<u>504.29</u>
Total 301 · Real Property Taxes	504.29
310 · Local Tax Enabling Act	
310.03 · Per Capita - Delinquent	233.98
310.10 · Real Estate Transfer Tax	4,101.23
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>32,292.71</u>
Total 310.20 · Earned Income Tax	<u>32,292.71</u>
Total 310 · Local Tax Enabling Act	36,627.92
331 · Fines	
331.10 · Court - Magistrate	<u>19.05</u>
Total 331 · Fines	19.05
341 · Interest	
341.01 · Interest on Checking	<u>58.22</u>
Total 341 · Interest	58.22
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>1,210.00</u>
Total 342 · Interest, Rents & Royalties	1,210.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.87 · Sale of Maps & Publications	20.00
361.90 · Mechanical/HVAC Permit	8.00
361.94 · Misc. Billing	45.00
361.96 · Subdivision Deposit	<u>350.00</u>
Total 361 · General Government	423.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	2,255.67
362.41F · Building Permit Filed	405.00
362.41S · Accessory Struc < 1000 ft	<u>90.00</u>
Total 362.41 · Building Permit	2,750.67
362.42 · Electrical Permit	192.00
362.43 · Plumbing Permit	4.00
362.44 · Sewage Permits (SEO Fees)	<u>2,050.00</u>
Total 362.40 · Protective Inspection Fees	<u>4,996.67</u>
Total 362 · Public Safety	4,996.67
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,117.74</u>
Total 364 · Sanitation	<u>1,117.74</u>
Total 360 · Gen. Govt. Charges for Services	6,537.41
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>16,245.23</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>16,245.23</u>
Total Income	61,202.12
Expense	
400 · General Government	

400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	275.86
Total 400.00 · Legislative (Governing) Body	275.86
403 · Tax Collection	
403.21 · Office Supplies	73.14
Total 403 · Tax Collection	73.14
404 · Solicitor/Legal Services	1,240.28
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,556.43
Total 405 · Secretary/Clerk	3,556.43
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	395.00
406.21 · Office Supplies	566.89
406.23 · Postage	865.98
406.32 · Communication - Phone/Wireless	599.53
406.34 · Advertising	72.70
406.38 · Rentals	226.27
406.42 · Membership/Dues	3,255.99
406.46 · Mtg., Conf., Cont. Ed.	65.00
406.99 · Payroll	8,534.29
406 · Other General Govt. Admin - Other	1,152.85
Total 406 · Other General Govt. Admin	15,734.50
408 · Engineering Services	
408.99 · Township engineer	1,928.38
Total 408 · Engineering Services	1,928.38
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	13.75
409.44 · Laundry/Other Sanitary Services	520.59
409.99 · Heating - Oil/Propane	737.33
Total 409 · General Government Bldg&Plants	1,271.67
Total 400 · General Government	24,080.26
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,658.17
413.45 · Contracted Services	88.00
Total 413 · Code Enforcement	3,746.17
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	1,165.50
Total 414 · Planning & Zoning	1,165.50
419 · Other Public Safety	
419.99 · PA One Call	6.56
Total 419 · Other Public Safety	6.56
Total 410 · Public Safety	4,918.23
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	160.00
Total 422 · Vector (Animal) Control	160.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	768.15
426.44 · Sanitation Services	798.00
Total 426 · Gen Gov Recycling Col & Dis	1,566.15
Total 420 · Health and Human Services	1,726.15
430 · Public Works Hwy,Rds,Streets	

432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	5,658.97
432.98 · Twp paid winter maint. mats.	<u>1,535.10</u>
Total 432 · Winter Maintenance	7,194.07
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>36,586.22</u>
Total 437 · Repair of Tools & Machinery	36,586.22
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,303.77
438.25 · Repairs & Maint Supplies	1,448.05
438.98 · Twp. paid road maint mat.	661.45
438.99 · Truck Fuel	<u>1,951.37</u>
Total 438 · Road/Bridge Maint. and Repair	<u>13,364.64</u>
Total 430 · Public Works Hwy,Rds,Streets	57,144.93
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,323.84
454.25 · Repairs & Maint Supplies	778.65
454.34 · Advertising	37.50
454.74 · Machinery & Equipment	<u>559.00</u>
Total 454 · GF Parks	<u>2,698.99</u>
Total 450 · Culture-Recreation	2,698.99
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,120.57
481.20 · Employer paid Medicare	495.94
481.30 · Employer paid Unemployment Comp	310.47
483.30 · Non-Uniform Pension Contr.	760.00
483.49 · 457 Pension contribution	<u>975.00</u>
Total 481 · Employer paid Taxes	4,661.98
486 · Insurance	
486.10 · Insurance - Liability	<u>17,339.00</u>
Total 486 · Insurance	17,339.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,136.64
487.02 · Life Insurance	40.90
487.03 · Workmans Compensation	2,674.00
487.04 · Workers Compensation Vol Fire	<u>1,282.00</u>
Total 487 · Other Group Insurance Benefits	14,133.54
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	<u>56.66</u>
Total 489 · All other unclassified Expenses	<u>56.66</u>
Total 480 · Misc. Expense	36,191.18
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	<u>1,000.00</u>
Total 492 · Interfund Operating Transfer	<u>1,000.00</u>
Total 490 · Other Financing Uses-exp	<u>1,000.00</u>
Total Expense	<u>127,759.74</u>
Net Income	<u>-66,557.62</u>
	<u>Apr 15</u>

Income-LIGHT FUND

392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	1,000.00
Total 392 · Interfund Operating Transfers	1,000.00
Total Income	1,000.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	804.90
Total 434 · Street Lighting	804.90
Total Expense	804.90
Net Income	195.10
Income-LFF	0.00
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	3,938.76
Total 430 · LFF Public Works	3,938.76
Total Expense	3,938.76
Net Income	-3,938.76
	Apr 15
Income-ESCROW FUND	
361 · General Government	
361.96 · Subdivision Escrow Deposit	2,500.00
Total 361 · General Government	2,500.00
Total Income	2,500.00
Expense	0.00
Net Income	2,500.00
	Apr 15
Income-PARK FUND	
342.59 · Rental of Park Facilities	375.00
387 · Contributions and Donations	-1,648.09
Total Income	-1,273.09
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	745.00
454.36 · Public Utilities	81.90
454.38 · Rental	559.00
454.98 · Fuel for equipment	26.01
Total 454 · Parks	1,411.91
Total Expense	1,411.91
Net Income	-2,685.00
Total Income (all accounts)	63,429.03
Total Expense (all accounts)	133,915.31
Net Income(all accounts)	-70,486.28

Respectfully Submitted,

Tammy M. White

Tammy M. White

Secretary/Treasurer